

27 April 1948

To: CAS  
CSB  
SFD  
OISG  
CID

\*OGC Has Reviewed\*

Subject: Liaison Security Committee Meeting - 26 April 1948

1. The 43rd meeting of the Liaison Security Committee was held at 1030 hours on 26 April 1948, in Room 1245 One Building. The follow-

25X1A

a. The minutes of the previous meeting were approved as submitted.

25X1A

b.

c.

d.

e. A Top Secret transmittal memo presenting a preliminary draft of a proposed letter of instruction from the Inspector General of the Foreign Service to the Foreign Service Staff Corps was submitted to the members of the Committee. Following a discussion of the contents of this memo, [REDACTED] requested the Committee members to study and discuss the draft with interested parties in their respective units and be prepared to report next week with specific addenda and corrections.

25X1A

25X1A

f. [REDACTED] reported that appropriate channels had been established for securing Foreign Service Regulations and other pertinent data from the Department of State. All requests for publications will be cleared through the office of BIC who will also make distribution of incoming

SECRET

- 2 -

25X1A

material. [REDACTED] was requested to submit a memorandum to BIC listing the publications and number of copies desired.

25X1A

- g. [REDACTED] was not present to submit preliminary draft on procedure for coordination and receipt of confirmation cables sent through State, Army, and Navy communications facilities. 25X1A Until the draft is submitted, [REDACTED] and Communications were requested to watch all disseminations of urgent messages coming in over weekends to ensure simultaneous release to all Offices concerned. They were also requested to work out procedure for distribution to all appropriate desks. 25X1A Specifically, [REDACTED] was requested to ensure (1) that the procedure did guarantee distribution to all offices concerned, and (2) that all messages would be securely released by electrical transmission or messenger service.

25X1A

- h. [REDACTED] brought up the problem of how to submit effectively to the Civil Service Retirement Commission the beneficiary forms covering our personnel without revealing their place of employment. In view of the seriousness of this problem and the urgent need for an early solution, [REDACTED] was requested to investigate the various aspects of this matter and to coordinate with [REDACTED] in an attempt to arrive at an early solution. 25X1A

25X1A

- i. The question of issuances control was again brought to the attention of the Committee. This problem is apparently indefinitely delayed pending the employment of a competent individual to carry out the assignment.
- j. A brief discussion ensued regarding the dissemination to the field of the policies governing control and direction of travel and the obtaining of State Department clearances for field travel. 25X1A [REDACTED] pointed out that GAI No. 5 does require Headquarters authority on travel of the type requiring State Department clearance in Washington and that clearance from State is therefore a Headquarters administrative problem. 25X1A [REDACTED] also advised that a revision of GAI No. 5 was being prepared by CAS and that it would be more comprehensive in scope.

25X1A

25X1A

k.

25X1A

SECRET

- 3 -

2. The agenda for the meeting of May 3 will include the following:

25X1A

a. [REDACTED]

25X1A

b. Report from [REDACTED] on the result of his investigation into the matter of submitting beneficiary forms covering 25X1A our personnel to the Civil Service Retirement Commission.

25X1A

d. Further discussion regarding contents of Top Secret transmittal memo which presents a preliminary draft of a proposed letter of Instruction from the Inspector General of the Foreign Service to the Foreign Service Staff Corps.

e. Submission of preliminary draft on procedure for coordination and receipt of confirmation cables sent through State, Army, and Navy Communications facilities.

3. The meeting was adjourned at 1200 hours to reconvene at 1030 hours on 3 May 1948.

25X1A

[REDACTED]  
Acting Secretary  
Liaison Security Committee

25X1A

cc: [REDACTED]